

# CHILD NUTRITION AND FOOD DISTRIBUTION DIVISION MANAGEMENT BULLETIN

No.: 98-600

TO: All Public and Private Schools Participating in the  
National School Lunch and Breakfast Programs  
County Superintendents of Schools  
Diocesan Superintendents of Schools  
Child Care Food Program Sponsors  
Adult Day Care Food Program Sponsors  
Summer Food Service Program Sponsors

ISSUE DATE: September 1998

FROM: Administrative Services Unit

ATTENTION: Child Care Food Program Directors  
Food Service Directors  
Food Service Program Sponsors  
Food Program Authorized Representatives, Center Directors, Consulting Dietitians, and  
Food Service Vendors

SUBJECT: Nondiscrimination Policy Statement

REFERENCE: USDA Office of Communications and Civil Rights, Departmental Regulation  
DR-4300-3 issued 2/25/98.

This Management Bulletin transmits information from the United States Department of Agriculture (USDA), Office of Communications and Civil Rights, regarding the revised nondiscrimination policy statement to be used in all USDA Food and Nutrition Programs. The final Departmental Regulation, DR-4300-3, was issued on February 25, 1998. The following is the new nondiscrimination statement that is to be used on all program documentation that references Food and Nutrition Services (FNS):

The United States Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status (not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audio tape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14<sup>th</sup> and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer."

This statement is to be posted in all offices and included, in full, on all materials, which are produced by USDA and its agencies for public information, public education, or public distribution. This statement lists all prohibited bases and should be in English, and in all languages appropriate to the local population, including alternative means of communication such as Braille, large print, audio tape, etc.

If the material is too small to permit the full statement to be included (stationary, coupons, flyers, and other media of less than a page), the material will, at a minimum, include USDA's short nondiscrimination statement as:

The USDA is an equal opportunity provider and employer.

The statements should be in print size no smaller than the text of the document.

If you have any questions, please contact Joy Salvetti Wolfe, Civil Rights Coordinator, Administrative Services Unit, at (916) 322-8316 or at the toll free number (800) 952-5609.

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Duwayne Brooks, Director  
Child Nutrition and Food Distribution Division  
Assistant Superintendent of Public Instruction

Kathy B. Lewis  
Deputy Superintendent  
Child, Youth and Family Services Branch

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